

September 6, 2006

TO: All Supervisors and Managers

FROM: Eduardo J. Ribas
Director, Workforce Management Office

SUBJECT: Temporary Problem with Managers Accessing QuickHire

You are being sent this email because as a supervisor, manager, or other member of the NOAA Management Team, you may need to be aware of issues affecting the management of agency resources.

As we advised on 08/30/06, the enhanced 4.0 version of QuickHire is now operational., however, we are experiencing a temporary problem with managers accessing the QuickHire system. With the new version, managers now access a secured site. In order to grant access to this secured site, QuickHire must be updated with the IP address ranges for the computers accessing the system. We are coordinating a permanent solution via the CIO and Workforce Management Offices, which involves loading IP address ranges, however, for those currently in the hiring process, we have developed an interim solution that will be coordinated through you Client Services Office POC, as follows:

UNSEC Div	Michelle Gates, Michelle.V.Gates@noaa.gov	(301) 713-6338
NOS/NMAO Div	Kathy Delphia, Kathleen.L.Delphia@noaa.gov	(757) 441-6457
NWS Div -	Janet Rizzi, Janet.L.Rizzi@noaa.gov	(816) 426-5916
OAR/NESDIS Div	Cynthia Wilder, Cynthia.Wilder@noaa.gov	(303) 497-4870
NMFS Division	Marion Bobsin, Marion.J.Bobsin@noaa.gov	(206) 526-6201

If you are currently involved in the hiring process, the POC will ask you for your IP address. To determine your computer's IP address, please visit <http://myipaddress.com>, and hit return. The website will then immediately give you the number we need to grant you access. If you have difficulty locating your IP address, please contact your IT Systems Help Desk for assistance.

If you are unable to reach your designated POC, please feel free to contact Michelle Gates, or you may contact Darla Callaghan, Director, UNSEC Client Services Division, at (301) 713-6321.

You may also access QuickHire using VPN from a computer not connected to NOAA's servers.

We are working to resolve this issue as quickly as possible, and we regret the inconvenience caused by this unexpected problem.

If you have any questions regarding QuickHire, please contact your servicing Workforce Management Office Advisor/Specialist for assistance, http://www.wfm.noaa.gov/contact_lists.html.